

Agenda  
Barton P-Patch  
Steering Committee Meeting  
3-9-2011 6:30-7:45  
Jim Wiley Meeting Room

1. 5 minutes    Introductions new participants, permanent volunteer to take minutes
2. 30 minutes    Construction    Leadership and Organization  
  
Executive Board    and suggested areas of responsibility
  - a.                Project Manager -Steering Committee Chair-  
Internal and external communications  
Liaison to designers and P-Patch  
Monitoring project progress
  - b.                Outreach-Outreach Committee Chair-**Terri Lindow**  
Communication with community at large  
Events planning and coordination
  - d.                Treasure-Financial Committee Chair- **not one yet**  
Liaison to P-Patch Trust  
Grant Writing/Fund raising  
Monitors budget
  - e.                Building Team Coordinator-  
Construction oversight  
Organize work parties/coordinates with contractors  
Manage materials, procurement/donations
  - f.                Secretary -Minutes, record keeper, volunteer hours-
3.    30-45 minutes        Garden Design with John Barker and team
4.    5 minutes        Wrap up, Next full Steering Committee meeting  
April 13, 6:30-7:45, SW library